



DEPARTMENT OF BUDGET AND FISCAL SERVICES  
NOTICE & REQUEST FOR SOLE SOURCE

PUR 645128  
PT 644224 see A  
16 MAR -4 AG:19

PROCURING DIV  
BUDGET & FISCAL SVC  
CITY & COUNTY OF HONOLULU

TO: Chief Procurement Officer  
FROM: Department of Transportation Services  
Department/Division/Agency

Pursuant to HRS §103D-306 and HAR Chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

1. Description of goods, services, or construction to be procured:

In accordance with HAR Section 3-122-81(e), Approval for sole source procurement may be granted by the chief procurement officer when there is a requirement for a good or service in limited quantity for test or evaluation purpose.

At a very minimal cost to the City (i.e. \$1.00/month), Soderholm Sales & Leasing has offered to allow the City to evaluate the performance of a new low-floor paratransit vehicle for a period of 90 days. The vehicle is valued at \$124,518.00.

2. Vendor/Contractor/Service Provider Name:

Soderholm Sales & Leasing, Inc.

3. Amount of Request:

\$ 3.00

4. Term of Contract: (Shall not exceed 12 months), if applicable

From: May 1, 2016

To: July 29, 2016

5. Prior Sole Source Ref No.

6. The good, service, or construction has the following unique features, characteristics, or capabilities:

2016 Arboc Mobility - Spirit of Freedom 24' 14-seat ADA low-floor bus with three wheel chair positions.

7. How the unique features, characteristics, or capabilities of the goods, service or construction are essential for the agency?

The current paratransit fleet does not have a low-floor vehicle. A bus floor closer to the ground provides a safer and much easier entry into and exit out of the vehicle. This lease will allow the City to test drive the new van under actual working conditions. Low floor vehicles were not purchased because of concerns that they were not suitable for uneven road conditions.

8. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the goods, services, or construction.

This is the only vendor that has offered to provide the City with a \$1.00/month lease to allow the City to evaluate the performance of a new low-floor paratransit van under actual working conditions.

9. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the agency needs.

No alternate sources were investigated.

## REQUEST FOR SOLE SOURCE (Cont.)

Submit in Duplicate

<b>10. Person that will be responsible for managing this procurement:</b> Department/Division: Transportation Services, Public Transit Division  Contact Name/Title: Wayne Tomita, Engineer	Phone Number: 768-8378 E-mail Address: wtomita@honolulu.gov
Department shall ensure adherence to applicable administrative and statutory requirements, including HAR Chapter 3-122, Subchapter 15, Cost or Pricing Data if required.	

***I certify that to the best of my knowledge, that the information provided above is true, correct, that there is no conflict of interest related to this procurement, and that the goods, services, or construction are available through only one source.***



Department Head

MAR - 2 2016

Date

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Date Notice Posted: \_\_\_\_\_

Submit written objections to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from the above posted date to:

Chief Procurement Officer  
 Department of Budget and Fiscal Services  
 530 South King Street, Room 115  
 Honolulu, Hawaii 96813  
[bfs purchasing@honolulu.gov](mailto:bfs purchasing@honolulu.gov)

Chief Procurement Officer's comments:

☐ APPROVED    ☐ DISAPPROVED    ☐ NO ACTION REQUIRED
\_\_\_\_\_  
Chief Procurement Officer\_\_\_\_\_  
Date